

Minutes of Waukesha County Airport Operations Commission
March 13, 2013

Chairman Crowley called the meeting to order at 8:05 a.m.

Other Commissioners Present: Falstad, and Bluemke. Commissioners Richards and Schoepke excused.

Others Present: Eric Taylor, private pilot; Keith Van De Laarschot, hangar sale; Jim Singer, Flight For Life; Harry Becker, Atlantic Aviation; Ken Witt, Midwest Air Traffic Control; Betsy Forrest, Dept of Public Works; Laurie Stein, Stein Aircraft Services; Allison Bussler, Dept of Public Works; Michael Stein, Kurt Stanich, Airport Manager; and Val Ramos, Airport Administration

Approve modify minutes of December 12, 2012

Motion to approve minutes of December 12, 2012 by Commissioner Falstad with second by Vice-chair Bluemke. Motion passed.

Public Comment/Correspondence

Stanich – Letter from FAA (Federal Aviation Administration) regarding tower closures and will cover in his manager report. Letter from Stein's Aircraft Services, LLC expressing their concerns over the tower closures.

Crowley – Commissioners received copy of Stein's Aircraft Services, LLC letter Chairman Crowley received Tuesday evening (March 12, 2013). Crowley asked Mrs. Stein if this letter was also sent to FAA with closure comments.

Mrs. Stein – Letter sent to all Wisconsin elected officials and will check if send to FAA also.

Crowley – Doing our best to communicate to the public and elected officials and FAA (today is deadline for comments). Stein letter very well written and very important to have this communicated to the FAA.

Witt – Would like to thank everyone for their support and efforts in trying to get the FAA to stop this very egregious procedure they are trying to get through.

Discussion and action on lease assignment of Select Leasing Inc, 2651 Aviation Drive to Stein Aircraft Services LLC –

Stanich – Select Leasing and Stein Aircraft Services, LLC have come to an agreement for Stein to purchase the hangar at 2651 Aviation Drive (formerly known as the Safro hangar). Stein has been operating out of the hangar for the past several years. The paperwork was submitted prior to this meeting and reviewed and approved by County Corporation Counsel. It is a standard lease assignment document between a hangar owner and buyer. Seeking recommendation and approval by the Commission. Motion to approve by Commissioner Falstad with second by Vice-chairman Bluemke. The motion passed.

Chairman's Report

We have not had a meeting since December 12 of 2012. There has been much going on with the airport, working behind the scenes with staff and the Commission. We were not able to achieve a quorum the past two meetings but looking forward to achieving this the rest of the year. During this time there was an interview process for airport manager and just after the first of the year pleased to announce that Kurt Stanich is the new airport manager. Congratulations on behalf of the Commission and thank you for the work done getting us to this point. It was quite a lengthy interview process with many candidates from across the Country and Kurt stood out. Allison Bussler (Kurt's supervisor) the Director of Public Works is present today. On behalf of the Commission thank you and congratulations. In addition besides the work that has been done to get to this point, Val has done a great job supporting Kurt and the Commission since Mr. Markano's departure and would like to say thank you very much on behalf of the Commission for the work she has done in supporting the Commission and the Airport community. Lastly, Kurt has been in the process of interviewing candidates for airport operations position and the Commission is in support of the decision you have made and anxious to see who that person will be. The assistance is certainly needed with only two staff members at the airport to get the day to day operations done. Kurt has done a great job keeping things rolling along smoothly. We have had several significant issues over the past few months and they have been handled very well.

Bluemke – How is the selection process coming along at this point?

Stanich – We had 57 candidates apply, which Val and I narrowed down to eight. Five responded to a request for additional information. We interviewed those five last week and we have second interviews for one candidate out of Washington State on Friday and another candidate from Dane County Regional Airport on Monday. We are down to the final two with personal interviews here and see what they think of the airport and make an evaluation from there. We should have someone in place by the end of the month and working full time by April.

Crowley – The Airport is being managed very well by Kurt and Val with supervision by Allison Bussler, Director of Public Works. There is a lot of construction and growth opportunity over the next couple of years and Kurt will help is getting this done timely and professionally.

Bluemke – Will the assistant be responsible for the runways and snow removal. Kurt will be taking care of the executive responsibilities and the assistant should be taking care of the airfield.

Stanich – Yes, the assistant will be responsible for the day to day inspections of the airfield, managing snow removal and grass cutting contracts.

Crowley – At the February County Board meeting Ordinance 167-083 was approved unanimously to modify the 2013 Capital budget and create a capital project for the terminal ramp expansion and ratify the petition for airport improvement aid. Many of the people present at the meeting spoke in favor of the ordinance.

Airport Manager's Report

Petition – The petition was signed by Director of Public Works, Allison Bussler and sent on to the State Department of Transportation – Bureau of Aeronautics for their eligibility study. The project for the terminal ramp expansion has been proposed and the paperwork has been submitted for the funding. The State will review this information and let us know how much funding will be available for the project. Once that information is received the project will be reviewed and if any changes are required it will come back to the Commission and County Board. If no changes are needed we will move forward with a timeline to hire an engineer and contractor.

Bussler – This was not a normal petition process. Normally this goes through the Commission but due to a lack of quorum for the past several meetings, we had to make the decision that the business at the Airport had to come first and we went to the Board. Questions were made by County Board members of why there was a problem with a lack of quorum with the Commission and requested Mrs. Bussler to stress the importance of following the normal petition process in the future. Perhaps this should be discussed at another meeting when there are more Commissioners present.

Crowley – Thank you for bringing up this subject. This was discussed late last summer about quorums and Commission members and the number of Commissioners with the County Executive.

Bussler – Maybe we should have that conversation with the Commissioners as well so they understand their responsibilities.

Crowley – Thank you.

Bluemke – Apparently it has been a long time rule that telephone information on critical information cannot be handled the way they are in many other organizations. It would be wise to look into this because some of these items should be able to be handled when there are certain types of information.

Bussler – This has been discussed with Corporation Counsel and they have made a pretty strong official ruling on this. There has been a local town that had a telephone participant and received a lot of negative press from that practice and does not anticipate Corporation Counsel to change that ruling.

Stanich – Letter received from the FAA about tower closures. Due to sequestration by the Federal Government the FAA has decided to cut 75% of the Federal Contract Tower Program of which ourselves and several other airports in Wisconsin will be affected. Working very closely with Mrs. Bussler, the County Executive's office, the Commission, and Tracy Shilobrit our Marketing Consultant. In the Commission packet there are some fact sheets to give an overall picture of how this will affect not only Waukesha County Airport but also the Country as a whole. The sequestration will cut about 40% of the nation's air traffic control towers, which is unacceptable and unsafe. In Wisconsin there are eight

towers to be cut. These towers handle 50% of the towered air traffic in Wisconsin. Office of the Inspector General 2012 audit report: Contract towers are more effective, safer and much cost effective than their FAA counterparts. Not only fewer number staff (more cost effective) and they hire experienced controllers (military background and from the FAA) into these contract towers compared with the FAA towers that hire controllers straight out of school with less experience. Phone calls have been made and letters have been written to elected officials. The Airport would appreciate everyone sending their comments today to: closurecomments@FAA.gov.

The FAA has said they will only be looking at items of national importance. On a local level Waukesha County Airport was named as the only national airport within the State of Wisconsin based on our reliever status from General Mitchell, having over 230 based aircraft, emergency operations that are critical (Flight for Life, Life Guard and Life Flight), very large tenant jet based operation and a national fixed base operator. We serve a national interest by offering a corridor for the nation to come to this area. We provide these services very well and our contract tower is a very important piece of that.

FAA comments will close today, March 13th. By the 18th they will finalize the proposed tower closures. This is based on no continuing resolutions and assuming the President and Congress cannot come to agreement. The proposed tower closure date is April 7th. If there are any questions please contact: Kurt Stanich, Mike Crowley or Allison Bussler.

Broom Truck – Last week snow removal contractor was operating the broom truck, there was a problem with the brakes that caused the brake pads to drag and ended up overheating the brakes causing one tire to blow up and another to melt. The truck will be down for at least a month if not longer for repairs. The truck is at the County Fleet garage and they are working on getting repair parts. Thanks to Bob Rauchel, Fleet Manager, spoke with Mitchell maintenance and they have a broom truck we can rent on an hourly basis if necessary. We do not know the cost for repairs and will be investigating what caused the problem. Good news is that it is not November going into the snow removal season.

Falstad – How quickly could we utilize the truck from Milwaukee and how long would it take?

Stanich – Waiting for the cost of hourly rental and once an agreement is reached there would be paperwork to handle and the truck would be moved to Waukesha.

Falstad – Is this an over the road vehicle?

Stanich – It is, but would be trucked to the Airport. Our snow equipment operator has the ability to haul something that large.

Sign damage – Sign by Gate 12 damaged during snow removal, very disappointing. Cost to repair estimated \$2,400 which will be covered by snow removal contractor. The sign will be moved back from its current location. When first installed it blocked some traffic and view coming out of Gate 12. The sign will be moved across the road and back towards where the keypad is.

Marketing – Because of sequester the Airport received lots of media coverage. Tracy put together all of the media coverage from the first of the year, there is a three-page overview for the Commission to review.

Tower Activity and Fuel reports

Fuel Report – December fuel is up significantly. Pumped over a million gallons of fuel last year compared to only 8,070 in 2011. Fuel numbers are going up. February year to date up about 15%.

Traffic Activity - Tower activity is not doing as well. Ended last year with 54,800 operations, in 2011 we did 56,000 and we did about a quarter so far in 2013.

Crowley – Update to Commission on aircraft incident with landing gear problem.

Stanich – Several weeks ago on a Saturday received a call that an amphibious aircraft was coming in (Cessna 180 with floats) was having gear problems. Pilot was having gear problems when he was coming in to land. The left gear was staying retracted within the float. Pilot made decision to land on straight floats with gear up. This is the best aircraft you can do that with, the floats are very strong, there are times if landing gear is not associated with floats the pilot will land on a wet grass strip runway with no problem. The pilot landed on runway 28, the runway was shut down for about an hour and a half, Elder's towing came out to assist and standby. Spring City was able to remove aircraft from runway and

back to hangar with minor damage. FAA came out to file accident report. No damage to runway or airport surfaces and minor damage to aircraft.

Crowley – Update on current fuel prices by Harry Becker.

Becker – Jet is \$6.24; 100LL \$6.48 and for based customers coming to Atlantic it is \$5.83.

Future Agenda Items -

Marketing

Master Plan

Future Terminal Plans

Mead & Hunt Presentation

Adjourn

Motion to adjourn by Commissioner Falstad with a second by Vice-chair Bluemke. Motion passed. Meeting adjourned 8:45 a.m.

Next meeting: Wednesday, April 10, 2013 at 8:00 a.m.

Respectfully submitted,

Michael A Crowley
Chairman Airport Operations Commission
March 13, 2013